



SENIOR TRANSPORTATION ENGINEER,
CALTRANS
DEPARTMENTAL PROMOTIONAL
CONTINUOUS TESTING

THIS BULLETIN CANCELS AND SUPERSEDES THE BULLETIN RELEASED ON 03/29/01
FOR CONTINUOUS FILING

OFFERING EQUAL EMPLOYMENT OPPORTUNITIES TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

EXAMINATION INFORMATION	<p>THIS EXAMINATION WILL CONSIST OF A SUPPLEMENTAL APPLICATION WEIGHTED PASS/FAIL AND A WRITTEN EXAMINATION WEIGHTED 100%. Candidates who have successfully completed the Internet supplemental application will be scheduled for the written portion of the examination. Candidates who do not read the instructions for the internet exam, or who read and fail to follow instructions, or who make erroneous assumptions when completing the Internet supplemental application will have to reapply during the next testing period. No attempt will be made to correct or hand score their supplemental application errors. However, before taking the internet portion, you may contact the Department of Transportation Examination Unit, if you have any questions regarding this examination.</p>
INTERNET TESTING DEADLINE	<p>THIS EXAMINATION ALLOWS FOR CONTINUOUS TESTING ON THE INTERNET AND THE ADMINISTRATION OF A WRITTEN EXAM ON AN ANNUAL BASIS. CUT-OFF DATE FOR THE INTERNET TESTING IS MARCH 1, 2008.</p> <p>NOTE: Candidates are only allowed to compete in the internet exam once every 12 months.</p>
WHO MAY APPLY	<p>COMPETITION LIMITED TO STATE EMPLOYEES: Applicants must have a permanent civil service appointment with the Department of Transportation.</p>
HOW TO APPLY	<p>THE SUPPLEMENTAL APPLICATION FOR THIS EXAM IS BEING ADMINISTERED ON THE INTERNET. YOU MAY APPLY BY CONNECTING TO https://forms.spb.ca.gov/ste/ AND FOLLOWING THE ON-LINE INSTRUCTIONS.</p> <p><u>DO NOT SUBMIT A STATE APPLICATION FORM (std.678) EVEN IF YOU HAVE PREVIOUSLY PASSED THE SUPPLEMENTAL APPLICATION PORTION OF THIS EXAM. THE SUPPLEMENTAL APPLICATION FORM FOR THE SENIOR TRANSPORTATION ENGINEER, CALTRANS EXAMINATION IS CONTAINED IN THE INTERNET TESTING PROCESS.</u></p>
REASONABLE ACCOMMODATION	<p>If you have a disability and need special testing arrangements call the Department of Transportation Examination Unit at (916) 227-7858. TDD users may contact the California Relay Service TDD line at 1-800-735-2929, Voice line at 1-800-735-2922, or the Exams TDD line at (916) 227-7857/Calnet 498-7857.</p>
SALARY RANGE	<p>\$6465 - \$7857</p>
WRITTEN TESTING DATES	<p>Candidates who pass the Internet portion of the examination will be scheduled for the written portion of this exam. The written exam will be administered on an annual basis. The written exam will be held on June 21, 2008. If your religious beliefs prevent you from taking an examination on Saturday, please contact the Examination unit at (916) 227-7858 when you receive your Notice of Written Test.</p> <p>Eligible candidates will be notified by mail approximately 10 days in advance of the written test date.</p>
REQUIRED IDENTIFICATION	<p>Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.</p>
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>NOTE: All applicants must meet the education and/or experience requirements at the time they take the Internet test.</p> <p>Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as “Either” I, “or” II “or” III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirements.</p>
MINIMUM QUALIFICATIONS	<p>Possession of a valid certificate of registration as a civil engineer issued by the California State Board of Registration for Professional Engineers. and</p> <p>Either I</p> <p>One year of transportation engineering experience in the California state service performing duties comparable to those of an associate level engineer or Transportation Engineer (Civil), Range D.</p> <p>Or II</p> <p>Broad and extensive (more than five years) transportation engineering experience, two years of which are equivalent in responsibility to that of an associate level engineer or Transportation Engineer (Civil), Range D, in the California state service.</p>
APPROVED / UNAPPROVED EXPERIENCE	<p>APPROVED EXPERIENCE: Incumbents in the following classifications have been determined to possess the qualifying experience for meeting the minimum qualifications. Transportation Engineer (Civil), Range D; Associate Transportation Engineer, Caltrans (Registered); Associate Bridge Engineer, Associate Materials and Research Engineer (must possess Civil Engineering license); Associate Transportation Engineer (Supervisor); and Associate Transportation Engineer.</p> <p>UNAPPROVED EXPERIENCE: Incumbents in the following classifications, using experience limited to these classifications, have been determined as <u>not</u> possessing the qualifying experience to meet the minimum qualifications. Transportation Engineer (Civil) Range A, B and C; Transportation Engineering Technician; Associate Electrical Engineer, Caltrans; Associate Mechanical Engineer, Caltrans; Associate Chemical Testing Engineer; Engineering Geologist; Associate Environmental Planner; and Associate Equipment Engineer.</p>

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

It is an objective of the State of California to achieve a drug-free state work place. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

POSITION
DESCRIPTION

Senior Transportation Engineer, Caltrans incumbents, under general direction, (1) as a first line supervisor to have charge of varied and difficult transportation engineering work in the field or office involving the supervision of engineers and others engaged in transportation development activities; or (2) in a specialist capacity, to perform other difficult and complex engineering work relating to specialized transportation projects, research studies, planning and operations of transportation systems; or (3) provide technical oversight of consultants or local agency staff performing engineering work related to the development of State transportation projects; and to do other related work.

Positions exist statewide with the Department of Transportation.

EXAMINATION
INFORMATION

This examination will consist of a Supplemental Application weighted Pass/Fail and a Written Test weighted 100%. In order to obtain a position on the eligible list, a minimum score of 70% must be obtained.

SUPPLEMENTAL APPLICATION – WEIGHTED PASS/FAIL

Please read the instructions in the computerized supplemental application thoroughly. You are limited to listing just one verifying supervisor next to each response. However, in responding to each question you should give yourself credit for all your years of experience on each question, not just your experience working for that one supervisor.

Scope:

A. Knowledge of:

- 1. Project management concepts to ensure that projects are completed within scope, cost schedule budgeted resources, standards, and practices.
- 2. Basic contract terminology.
- 3. Highway construction practices.
- 4. Transportation economics and financing to determine the cost benefit of various alternatives.
- 5. Basic statistics.

B. Skill to:

- 1. Identify and integrate the necessary human, financial, and equipment resources for projects.
- 2. Manage transportation projects to ensure completion within scope, cost, schedule, budgeted resources, standards and practices.
- 3. Analyze project schedule data to ensure the timely completion of projects.
- 4. Use project management scheduling software.
- 5. Apply geometric standards to perform engineering design.
- 6. Apply traffic engineering principles to analyze various transportation alternatives.
- 7. Interpret policies, procedures, guidelines, specifications, and industry standards to clearly explain them to a variety of audiences.
- 8. Identify changes in policies, programs, and standards the would impact the organization.
- 9. Provide technical oversight to ensure compliance with standards and accepted engineering practices.
- 10. Conduct specialized engineering studies such as feasibility analyses, traffic analyses, safety investigations, materials investigations, hydraulics studies and/or geometric studies.
- 11. Use the metric system and metric units for data collection, measurement, calculation and reporting.
- 12. Assemble and analyze materials, financial, traffic project cost, and /or highway engineering data.
- 13. Operate a personal computer.
- 14. Use work processing software applications.
- 15. Use various spreadsheet software.

WRITTEN TEST – WEIGHTED 100%

Scope:

A. Knowledge of:

- 1. Various phases of transportation engineering, including planning processes and methods, systems planning, evaluation of alternatives, and facility locations and design, construction, operation and maintenance.
- 2. Transportation economics and financing.
- 3. Project management concepts.
- 4. Factors which influence the impact of transportation facilities on the environment, the community and the economy.
- 5. Principles and techniques of personnel management and supervision.
- 6. Department's Equal Employment Opportunity objectives.
- 7. A supervisor's role in equal employment opportunity, health and safety and labor relations. programs and the processes available to meet their objectives.

B. Ability to:

- 1. Plan and direct the work of others.
- 2. Analyze situations accurately and adopt an effective course of action.
- 3. Make effective presentations.
- 4. Prepare correspondence and reports.
- 5. Communicate effectively.
- 6. Effectively contribute to the Department's equal employment opportunity objectives.

NOTE: In order to obtain a position on the eligible list, a minimum rating of 70% must be obtained in the written test.

ELIGIBLE LIST INFORMATION	A departmental promotional eligible list will be established for the Department of Transportation. The names of successful competitors will be merged onto the eligible list in order of final scores, regardless of test date. Competitors’ eligibility will expire 24 months after it is established.
VETERANS PREFERENCE POINTS	Veterans preference points are not granted in promotional examinations.

GENERAL INFORMATION

It is the candidate’s responsibility to contact the Caltrans Office of Examination Services in Sacramento at (916) 227-1817, three business days prior to the written test date if he/she has not received his/her notice.

If you meet the requirements, you may take this examination. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

The Department of Transportation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all candidates will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate eligible lists in order of final test scores (except as modified by veterans preference points) regardless of the date of the test and the resulting eligible lists will be used only to fill vacancies in the areas shown on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235 and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the State Personnel Board.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

For individuals with disabilities, this document may be available upon request in alternate formats. To obtain an alternate format, please call or write to the California Department of Transportation, Office of Examinations and Recruitment Services, P.O. Box 168036, MS 86, Sacramento, CA 95816. Voice (916) 227-7858 / Calnet 8-498-7858 or TTY (916) 227-7857 / Calnet 8-498-7857. California Relay Service: Voice 1-800-735-2922 or TTY 1-800-734-2929.